



**STATE OF ARIZONA**  
**DIVISION OF EMERGENCY**  
**MANAGEMENT**



**RECOVERY SECTION**

**STANDARD OPERATING PROCEDURES**

**PUBLIC ASSISTANCE PROGRAM**

**SECTION 10.c**

**INSURANCE**

Rev 5/08



**STATE OF ARIZONA  
DIVISION OF EMERGENCY MANAGEMENT  
PUBLIC ASSISTANCE PROGRAM  
STANDARD OPERATING PROCEDURES**



## **INSURANCE**

### **I. OVERVIEW**

The Public Assistance Program cannot duplicate benefits from other sources such as insurance proceeds. A reduction in the amount of assistance for eligible work for any actual or anticipated insurance proceeds is made to the cost estimate for the project. Items and facilities that are typically insured are buildings, contents, equipment and vehicles.

If a damaged facility is insured, a copy of the insurance policy declaration page should be obtained and included with the project worksheet package as well as the amount of the claim payment received or anticipated from the insurance company. For general property insurance, the amount of the actual insurance claim payment will be used to reduce the eligible amount of funding for the damage incurred by the disaster. However, if the amount of the claim payment is unknown, an Insurance Specialist will review the insurance policy and information about the damaged facility to determine the anticipated insurance proceeds. This amount will then be deducted from the original eligible amount. By taking this reduction, it eliminates the potential for duplication of benefits for the same loss. An applicant may have insurance coverage for other items, facilities or types of work such as debris removal, snow removal, temporary facilities or operating costs. If the applicant's policy contains such provisions for cleanup, debris removal or demolition, and this type of work applies to the project's scope of work, these insurance proceeds will also be deducted from the total estimated project cost.

As a condition of receiving future assistance for an impacted facility eligible for insurance, the applicant must obtain and maintain insurance sufficient to protect against future loss to such property from the same peril for the life of the project.\*

### **II. FLOOD DAMAGE**

For flood damage, the reduction of eligible costs is dependent on whether or not the damage is located within the 100-year floodplain. If the damage occurs outside of the designated 100-year floodplain, the reduction is the same as described for general property insurance. If the damage is within the 100-year floodplain and the Applicant has flood insurance but it is not National Flood Insurance Program (NFIP) coverage, the

Applicant's flood insurance coverage will be compared to what they could have obtained through NFIP coverage. Based on the two adjustments, FEMA will use the highest adjustment to deduct from the eligible costs.

For a structure located in the 100-year floodplain that is not covered by NFIP flood insurance, the amount of eligible costs will be reduced by the maximum amount of coverage the Applicant could have purchased on the structure and its contents. This reduction is made separately for buildings and contents up to a maximum of \$500,000 each. The Applicant also must obtain and maintain flood insurance in the future as a condition of receiving grant funding.\*

### **III. ELIGIBLE ITEMS**

Items that may be eligible for disaster assistance include:

- Items **not** covered by a standard flood insurance policy, such as asbestos and lead-based paint abatement, depreciation, fences, non-building facilities, and some items in a basement.
- The cost of damages that are in excess of the maximum insurance coverage available.

#### **\*Notes:**

If the insurance is not maintained, the facility will receive no future assistance.

If the estimate for the repair or disaster-related damage is less than \$5,000, the insurance purchase requirement is waived.

Example listed below contains the following documents:

- Project Worksheet (prepared by ADEM)
- Special Considerations Form
- Standard Comments Form
- Copy of Contract Quote
- Letter from the Applicant
- Letter from the Insurance Company w/ attachments
- Final Approved/Obligated Project Worksheet (Federal Disaster)



**FEDERAL EMERGENCY MANAGEMENT AGENCY  
SPECIAL CONSIDERATIONS QUESTIONS**

1. APPLICANT'S NAME Town of Kearny                      PW# 271032	2. FIPS NUMBER 021-37200-00	3. DATE 9/21/06
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4. PROJECT NAME Police/Fire Building	5. LOCATION 375 Alden Road
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**Form must be filled out for each project**

1. Does the damaged facility or item of work have insurance and/or is it an insurable risk? (e.g., buildings, equipment, vehicles, etc.)

☒ Yes     ☐ No     ☐ Unsure     Comments Insurance payment made, less deductible.

2. Is the damaged facility located within a floodplain or coastal high hazard area, or does it have an impact on a floodplain or wetland?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

3. Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

4. Will the proposed facility repairs/reconstruction change the pre-disaster condition? (e.g., footprint, material, location, capacity, use or function)

☒ Yes     ☐ No     ☐ Unsure     Comments They will install tile through out the building instead of carpet which had to be removed because of flood damage and mold problems.

5. Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

6. Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

7. Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

8. Are there any hazardous materials at or adjacent to the damaged facility and/or item of work?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

9. Are there any other environmentally or controversial issues associated with the damaged facility and/or item of work?

☐ Yes     ☒ No     ☐ Unsure     Comments \_\_\_\_\_

**Scope of Work – Standard Comments**  
**(Check all that apply)**

PW#271032

- \_\_\_\_\_ **Codes and Standards:** "The scope of work for this project includes the upgrades that are necessary to meet specific requirements of the current codes and standards adopted by the applicant prior to the disaster. The AZ PAC has verified that the cost for the upgrade to meet code or standard meets the criteria outlined in the FEMA Public Assistance Program."
- ☒ **Contract:** "The AZ PAC has reviewed the applicant's contract records and verified that they are of reasonable cost, were competitively bid and comply with Federal, State and local procurement standards. Contract records are on file and available at the applicant's office."
- \_\_\_\_\_ **Equipment Costs (Force Account):** "The AZ PAC has reviewed the applicant's equipment cost records and has verified that the rates for individual pieces of equipment are reasonable and eligible under the FEMA Public Assistance Program. This applicant used equipment rates that are equal to or less than the FEMA equipment rate. Equipment-cost records are on file at the applicant's office."
- \_\_\_\_\_ **Equipment Costs (Rental):** "The AZ PAC has reviewed the applicant's equipment cost records and has verified that the rates for individual pieces of equipment are reasonable and eligible under the FEMA Public Assistance Program. Equipment-cost records are on file at the applicant's office."
- \_\_\_\_\_ **Federal Highways:** "The AZ PAC has verified with \_\_\_\_\_ (ADOT, FHWA or classification maps) that this/these road(s) is/are not part of the Federal Aid Road System."
- \_\_\_\_\_ **Floodplain (Damage/Repair):** "The project is located in the floodplain or wetland. The Reconnaissance/Review Report for Floodplain Management is included as part of the PW."
- \_\_\_\_\_ **Floodplain (Debris):** "Debris was removed from the 100-year floodplain OR floodway and disposed in (note the specific location)."
- \_\_\_\_\_ **Insurance (1):** "The applicant stated that they do not maintain insurance to cover damages to this facility, structure or vehicle."
- \_\_\_\_\_ **Insurance (2):** "The applicant stated that damages to this facility, structure or vehicles are not covered under their insurance policy. A copy of the insurance policy is attached to this PW."
- \_\_\_\_\_ **Labor Costs:** (Force Account): "The AZ Pac has reviewed the applicant's labor records and verified that labor rates for this type of work are eligible under the FEMA Public Assistance Program. Labor records are on file and available at the applicant's office."
- \_\_\_\_\_ **Lease Agreement:** "According to the applicant, the repair of damages to this facility/structure is the responsibility of the applicant as stated in the lease agreement with the property owner. (Identify if the property owner is a state, federal, local agency or private property owner.) The AZ PAC has reviewed the terms of the agreement and has verified the costs. The agreement is on file at the applicant's office."
- \_\_\_\_\_ **Material Costs:** "The AZ PAC has reviewed the applicant's material cost records and has verified that the unit costs for each material type is reasonable and eligible under the FEMA Public Assistance Program. Material-cost records are on file at the applicant's office."
- \_\_\_\_\_ **Mutual Aid Agreement:** "Work conducted to accomplish tasks for this project scope was executed through a Mutual Aid Agreement. Costs associated with the work performed are consistent with the agreement. The AZ PAC has reviewed the terms of the agreement and has verified the costs. The Agreement is on file at the applicant's office."

**QUOTATION/PROPOSAL**

Phone: 520 363 5341

**VIRGIL THOMPSON**

P.O. Box 1007 Kearny, AZ 85237

AZ Lic. # 101226

*Estimate to Repair*TO: Kearny Police & Fire  
Kearny Az.DATE: 9-25-06

PHONE NO. \_\_\_\_\_

QUANTITY	DESCRIPTION	PRICE	UNIT	AMOUNT
	Sub.Ject: WATER damage			
	Remove Approx. 1600 SQ.FT. of			
	Carpet & Molding		#	1200 <sup>00</sup>
	Remove Adhesive - Prep floor			2500 <sup>00</sup>
	INSTALL Approx 1600 SQ.FT. OF			
	Comm. Floor Tile			9600 <sup>00</sup>
	INSTALL Approx 660 L.F. Molding			2310 <sup>00</sup>
	PAINT Approx 6000 SQ.FT. OF			
	WALL		#	4800 <sup>00</sup>
	Sub-Total			20,410
	Profit - Overhead			2,040
	Total - includes all		#	22,450 <sup>00</sup>
	sales TAX			
	<u>\$ 22,450<sup>00</sup></u>			

ABOVE PRICES GOOD FOR \_\_\_\_\_ DAYS

**Quotation/Proposal**





## TOWN OF KEARNY

BOX 639, KEARNY, AZ 85237

PHONE (520) 363-5547  
FAX (520) 363-7527

October 24, 2006

Mr. Les Ferguson  
Disaster Reservist  
Arizona Division of Emergency Management  
5636 E. McDowell Road - DFO  
Phoenix, AZ 85008-3495

Re: FEMA Declaration 1660  
Project No. PW#271032  
Police/Fire Building

Dear Mr. Ferguson:

The Town of Kearny had extensive flooding in the Police/Fire Building and the above noted project was established to repair the facility. The Town received an estimate from Virgil Thompson Construction Company (see attachment) in the amount of \$22,450 to replace the carpet with tile flooring, repair and paint the damaged walls and deal with the potential mold issue.

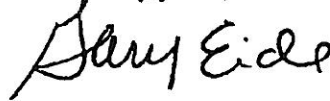
The Town's insurance company has reviewed this claim and is proposing to pay \$16,609.38 less the \$1,000 deductible (see attached) or \$15,609.38 to repair the damage. This leaves a total cost of \$6,840.62 to FEMA/ADEM for this project. The Town's insurance company is not covering the entire cost, because they claim the cost of the tile is greater than replacing the existing carpet. The Town has chosen to install tile rather than carpet, because the flooding is difficult to stop or control, and the tile is easier to cleanup and there are less potential mold issues and employee health issues that could lead to workmen's compensation and disability claims. Included in the cost of the tile, are the labor costs for removing all the old glue from the floor, which is a labor intensive job. If this was a new facility, the additional labor costs would not be necessary. Also, this is a facility that operates 24 hours a day, 7 days a week and contains the 911 Emergency Center for a portion of eastern Pinal and Southern Gila counties.



Page 2

I hope this explanation provides the information necessary to fund this project. If you have additional questions, please contact me.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Gary Eide". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Gary Eide  
Town Manager

Attachment

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## Southwest Risk Services

A Division of Berkeley Risk Administrators Company, LLC

4835 East Cactus Road, Suite 360  
Scottsdale, Arizona 85254-3543  
602.996.8810  
FAX 602.996.9645

PW# 271032

October 30, 2006

Margaret Gaston, Town Clerk  
912- C Tilbury Road  
Kearny, AZ 85237

Claim Number: 1300 8796  
Member: Town of Kearny  
Date of Loss: 8-4-06

Dear Ms. Gaston:

We are Southwest Risk Services the claim administrator for the Arizona Municipal Risk Retention Pool of which the Town of Kearny is a member.

We are drafting this letter at your request and that of FEMA. You presented a water damage claim to the "Pool" on 10-18-06 for a flooding event that occurred back on 8-4-06. The Town's claim was covered under their **FLOOD COVERAGE EXTENSION ENDORSEMENT** subject to your deductible of \$1000.00.

An estimate of damages was prepared by your contractor Virgil Thompson and submitted for \$22,450.00. This proposal included a quote for installing 1600 sq.ft of new commercial grade floor tile. This bid was adjusted as you had carpet before the flood occurred so we allowed the cost of carpet in our adjustment of your loss (tile was approx. \$4000.00 more than what you had pre-loss).

I hope this explanation helps you.

Sincerely,

  
John Malers, CPCLA  
Southwest Risk Services  
602-368-8632

PW# 271032

Coverage Agreement Number:

AM 1254

Previous Coverage Agreement Number:

AM 1180**APPENDIX A**

**ARIZONA MUNICIPAL RISK RETENTION POOL (POOL)  
MUNICIPAL PROPERTY COVERAGE, MUNICIPAL INLAND  
MARINE COVERAGE, MUNICIPAL GLASS COVERAGE, AND  
EQUIPMENT BREAKDOWN DECLARATIONS**

Item 1. **MEMBER:** KEARNY, TOWN OF

Item 2. **CONTINUOUS COVERAGE PERIOD EFFECTIVE:** 07/01/03  
12:01 AM Standard Time at Mailing Address  
on Common Coverage Declarations

Rating Period From: 07/01/06 To: 07/01/07

Item 3. **THE COVERED MEMBER IS:** MUNICIPALITYItem 4. **SCHEDULE OF COVERAGES:**

IN RETURN FOR THE PAYMENT OF MEMBERSHIP FEES, THE POOL AGREES TO PROVIDE THE MEMBER WITH THE FOLLOWING COVERAGES FOR WHICH COVERAGE AGREEMENTS OR ENDORSEMENTS ARE SHOWN, SUBJECT TO ALL THE TERMS AND CONDITIONS OF THE POOL'S INTERGOVERNMENTAL AGREEMENT AND THE APPLICABLE COVERAGE AGREEMENTS AND ENDORSEMENTS:

**COVERAGE AGREEMENTS AND ENDORSEMENTS APPLICABLE TO PROPERTY COVERAGE:**

AZEQ-1 (10-03)	AZFL-1 (10-03)	AZPCC (09-95)	AZPCS (09-95)
AZPC1 (03-01)	AZPC1E2 (09-95)	AZPC1E3 (04-02)	AZPC3 (04-02)
AZPC7 (07-03)			

**COVERAGE AGREEMENTS AND ENDORSEMENTS APPLICABLE TO INLAND MARINE COVERAGE:**

AZIMCC (09-95)	AZIMCS (07-97)	AZIMC1 (09-95)	AZIMC2 (09-95)
AZIMC4 (09-95)	AZMIME1 (07-97)		

**COVERAGE AGREEMENTS AND ENDORSEMENTS APPLICABLE TO GLASS COVERAGE:****COVERAGE AGREEMENTS AND ENDORSEMENTS APPLICABLE TO EQUIPMENT BREAKDOWN COVERAGE:**

AZEB (07-02)	AZEB1 (07-02)
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Item 5. **DEDUCTIBLES:**

<b>PROPERTY COVERAGE:</b>	\$ 1,000 Per Occurrence
<b>INLAND MARINE COVERAGE:</b>	(IF APPLICABLE, SEE SCHEDULE ATTACHED)
<b>GLASS COVERAGE:</b>	\$ Per Occurrence
<b>EQUIPMENT BREAKDOWN COVERAGE:</b>	\$ 1,000 Per Accident

AZDEC2 (7/02)

Administered by: SOUTHWEST RISK SERVICES, INC.

PW# 271032

ARIZONA MUNICIPAL RISK RETENTION POOL  
14902 North 73rd Street, Scottsdale, AZ 85260  
(602)996-8810 --\*FAX (602)996-9045

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SUBJECT: Closure of Claim Letter

Date: 10/25/06

KEARNY, TOWN OF  
GARY EIDE  
PO BOX 639  
KEARNY

AZ 85237

REGARDING: Claim Number : 13008796  
Member : KEARNY, TOWN OF  
Claimant : KEARNY, TOWN OF  
Date of Loss/Occurrence : 8/04/06  
Claims Made Date : 8/04/06

The above claim has been concluded.

This claim occurred when -  
FLOOD DAMAGE TO POLICE AND FIRE BUILDING

On your behalf, we have paid the following to conclude this claim:

Paid Losses	Paid Expenses	Total Paid
15,609.38	.00	15,609.38

Sincerely,

Claims Department

OCT-30-2006 08:58 FROM:



CLAIM ACCOUNT C/O SOUTHWEST RISK SERVICES  
A DIVISION OF BERKLEY RISK ADMINISTRATORS COMPANY, LLC  
14902 North 73rd Street Scottsdale, AZ 85260  
(602) 896-8810

PW#271032

TD:16023927501PP36  
BANK ONE, N.A.  
CACTUS - TATUM OFFICE (259)  
P.O. BOX 29634  
PHOENIX, AZ 85038  
91-2/1221

P.2/3

0037575

0013 AM 1254 13008796

**PAY** FIFTEEN THOUSAND SIX HUNDRED NINE DOLLARS AND THIRTY-EIGHT CENTS

TO THE  
ORDER OF KEARNY, TOWN OF

DATE  
OCTOBER 24, 2006

AMOUNT  
\$\*\*\*\*15,609.38

Mail To: KEARNY, TOWN OF  
GARY EIDE  
PO BOX 639  
KEARNY

AZ 85237

VOID AFTER 90 DAYS

AUTHORIZED SIGNATURE

THIS IS WATERMARKED PAPER - DO NOT ACCEPT WITHOUT VERIFYING ARTIFICIAL WATERMARK ON REVERSE SIDE. HOLD AT AN ANGLE TO VIEW.

⑈0037575⑈ ⑆122100024⑆

23364878⑈

### ARIZONA MUNICIPAL RISK RETENTION POOL (AMRRP) CLAIM ACCOUNT

0037575

POLICY #: AM 1254 INSURED NAME: KEARNY, TOWN OF  
CLAIM #: 13008796 CLAIMANT NAME: KEARNY, TOWN OF  
CHECK #: 0037575 CHECK DATE 10/24/06  
PAYMENT: 15,609.38  
LOSS DATE: 08/04/06 I CRP  
PAYEE: KEARNY, TOWN OF

DESCRIPTION: FLOOD LOSS MINUS \$1,000 DED.

# PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-AZ - DR1660

FIPS NO. 021-37200-00

APPLICANT NAME KEARNY, TOWN OF

SUBDIVISION

FEMA PW # 139 VSN 0 REF# 271032

PREPARED DATE 09/21/2006

REPORT DATE 12/17/2008 12:08

INF TYPE ☐ INF  
☒ NON-INF  
☐ REC

CATEGORY E. Public Buildings

COUNTY PINAL

FUNDING OPTION

COST SHARE 0.75

STD PROJECT NO. 599

PROJECT TITLE CARPET / MOLDING

PROJECTED CMPLTN DT 03/07/2008

ACTUAL CMPLTN DT

WORK COMPLETE AS OF 09/21/2006 : 0 %

ELIGIBILITY Yes

AMOUNT ELIG \$6,840.62

FEDERAL SHARE

\$5,130.47 PRIORITY Normal

BEGIN DESIGN DT

BEGIN CONSTR DT

PW REVIEWER DATA

END DESIGN DT

END CONSTR DT

	REVIEWER NAME	DATE
INITIAL REVIEW	FERGUSON, LESTER	11/06/2006
FINAL REVIEW	FULTON, JANICE	11/15/2006

PREPARER LESTER FERGUSON

ROLE PAC

DATA SOURCE

STATE

DATE OBLGTD 11/29/2006

PACKAGE DATE 11/29/2006

MT PROP ☐ Yes ☒ No

VALIDATED ☒ Yes ☐ No

PNP QUESTIONS ☐ Yes ☒ No

STATE RVWD ☒ Yes ☐ No

PACKAGE ID 27

ATTACH ☐ Yes ☒ No

Does the Scope of Work change the pre-disaster conditions at the site?

☒ Yes ☐ No ☐ Unsure

Special Considerations issues included?

☒ Yes ☐ No ☐ Unsure

Is there insurance coverage on this facility?

☒ Yes ☐ No ☐ Unsure

Hazard Mitigation proposal included?

☐ Yes ☒ No ☐ Unsure

# PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-AZ - DR1660

PREPARED DATE 09/21/2006

FIPS NO. 021-37200-00

REPORT DATE 12/17/2008 12:08

APPLICANT NAME KEARNY, TOWN OF

INF TYPE ☐ INF

SUBDIVISION

☒ NON-INF

FEMA PW # 139 VSN 0 REF# 271032

☐ REC

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SITE NUMBER 1 of 1

FACILITY NAME POLICE / FIRE BUILDING

Latitude 33.0597

ADDRESS 375 ALDEN ROAD

Longitude 110.90675

CITY

STATE AZ ZIP

Was this site previously damaged? ☐ Yes ☐ No ☒ Unsure

## SITE NUMBER 1 - LOCATION

375 ALDEN ROAD, KEARNY, ARIZONA

## SITE NUMBER 1 - DAMAGE DIMENSIONS AND DESCRIPTION

8" TO 14" OF MONSOON RAINFALL, 7/25/06 TO 8/4/06, IN PIMA/PINAL COUNTIES CAUSED FLOOD/STORM DAMAGE AS FOLLOWS:

FLOOD WATERS FROM STREET RUNOFF ENTERED THE POLICE/FIRE BUILDING DAMAGING 1600 SF OF CARPET AND 660 LF OF MOULDING IN THE BUILDING.

## SITE NUMBER 1 - SCOPE OF WORK

REMOVE 1600 SF OF CARPET AND 660 LF OF MOLDING. REMOVE ADHESIVE AND PREP FLOOR. INSTALL APPROXIMATELY 1600 SF OF FLOOR TILE INSTEAD OF CARPET TO COMPLY WITH "GOOD CONSTRUCTION PRACTICE" PREVENTING MOLD BUILDUP AND THE RESULTANT LIKELYHOOD OF HEALTH PROBLEMS. INSTALL 660 LF OF MOULDING. REPAINT APPROX. 6000 SF OF WALL AREA.

NOTE: SEE ATTACHED LETTER FROM TOWN OF KEARNY AND INSURANCE DOCUMENTATION..



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DECLARATION NO. FEMA-AZ - DR1660

PREPARED DATE 09/21/2006

FIPS NO. 021-37200-00

REPORT DATE 12/17/2008 12:08

APPLICANT NAME KEARNY, TOWN OF

INF TYPE ☐ INF

SUBDIVISION

☒ NON-INF

☐ REC

FEMA PW # 139 VSN 0 REF# 271032

## COST ESTIMATE

ITEM	VSN	CODE	MATERIAL AND/OR DESCRIPTION	UOM	QTY	UNIT PRICE	COST
1	0	9001	CONTRACT	LS	1	\$22,450.00	\$22,450.00
2	0	9999	LESS INSURANCE PAYMENT	LS	1	\$-15,609.38	(\$15,609.38)
Eligible Amounts:				Total (this version)			\$6,840.62
				Total Oblig To Date			\$6,840.62
				Unobligated + Obligated			\$6,840.62
				Federal Share for Obligated and Unobligated			\$5,130.47

## SPECIAL CONSIDERATIONS

- Does the damaged facility or item of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles, etc.)? ☒ Yes ☐ No ☐ Unsure  
COMMENTS : 11/01/2006 21:45:10 INSURANCE PAYMENT MADE, LESS DEDUCTIBLE.
- Is the damaged facility located within a floodplain or coastal high hazard area and/or does it have an impact on a floodplain or wetland? ☐ Yes ☒ No ☐ Unsure
- Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area? ☐ Yes ☒ No ☐ Unsure
- Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use or function)? ☒ Yes ☐ No ☐ Unsure  
COMMENTS : 11/01/2006 21:54:50 THEY WILL INSTALL TILE THROUGHOUT THE BUILDING INSTEAD OF CARPET WHICH HAD TO BE REMOVED BECAUSE OF FLOOD DAMAGE AND MOLD PROBLEMS.
- Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal? ☐ Yes ☒ No ☐ Unsure
- Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site? ☐ Yes ☒ No ☐ Unsure
- Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland? ☐ Yes ☒ No ☐ Unsure
- Are there any hazardous materials at or adjacent to the damaged facility and/or item of work? ☐ Yes ☒ No ☐ Unsure
- Are there any other environmental or controversial issues associated with the damaged facility and/or item of work? ☐ Yes ☒ No ☐ Unsure

# PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-AZ - DR1660

FIPS NO. 021-37200-00

APPLICANT NAME KEARNY, TOWN OF

SUBDIVISION

FEMA PW # 139 VSN 0 REF# 271032

PREPARED DATE 09/21/2006

REPORT DATE 12/17/2008 12:08

INF TYPE ☐ INF  
☒ NON-INF  
☐ REC

**ENVIRONMENTAL - All Environmental Review is complete. Project must be implemented in accordance with conditions list below.**

Laws/EOs	Status
Coastal Barriers Resources Act (CBRA)	Gen Revw/NA
Clean Water Act (CWA)	Gen Revw/NA
Coastal Zone Management Act (CZMA)	Gen Revw/NA
Endangered Species Act (ESA)	Gen Revw/NA
Fish and Wildlife Coordination Act (FWCA)	Gen Revw/NA
National Historic Preservation Act (NHPA)	Gen Revw/NA
Clean Air Act (CAA)	Gen Revw/NA
E.O. 11988: Floodplains	Gen Revw/NA
E.O. 11990: Wetlands	Gen Revw/NA
E.O. 12898: Environmental Justice for Low Income and Minority Populations	Gen Revw/NA

**NEPA Level of Review - NEPA review is complete. - SPHILLI4 - The project is Categorically Excluded under 44 CFR 10.8(d):**

15. Repair, replace, restore, retrofit, upgrade to current codes and standards, or replace a facility (xv)

Documentation Complete 11/13/2006

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APPLICANT NAME KEARNY, TOWN OF

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PREPARED DATE 09/21/2006

REPORT DATE 12/17/2008 12:08

INF TYPE ☐ INF  
☒ NON-INF  
☐ REC

## Standard Conditions

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1. Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
2. This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.
3. If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

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SUBDIVISION

FEMA PW # 139 VSN 0 REF# 271032

PREPARED DATE 09/21/2006

REPORT DATE 12/17/2008 12:08

INF TYPE ☐ INF  
☒ NON-INF  
☐ REC

## GENERAL COMMENTS

CONTRACT: "THE AZ PAC HAS REVIEWED THE APPLICANT'S CONTRACT RECORDS AND VERIFIED THAT THEY ARE OF REASONABLE COST, WERE COMPETITIVELY BID AND COMPLY WITH FEDERAL, STATE AND LOCAL PROCUREMENT STANDARDS. CONTRACT RECORDS ARE ON FILE AND AVAILABLE AT THE APPLICANT'S OFFICE."

11/06/06 - THE APPLICANT HAS CHOSEN AN ALTERNATE METHOD OF REPAIR THAT REPRESENTS SOUND CONSTRUCTION PRACTICES. THE APPLICANT IS REPLACING CARPETING WITH FLOOR TILE THAT WILL PREVENT DAMAGES IN FUTURE FLOODING EVENTS. B. WEBBER, INS. SPEC.

11/06/2006 - ON THIS FLOOR THE APPLICANT HAS INSTALLED FLOOR TILE INSTEAD OF REPLACING WITH IN-KIND CARPET. IN THIS PARTICULAR INSTANCE THE INSURANCE COMPANY WILL ONLY PAY FOR IN-KIND REPLACEMENT AND NOT FOR THE ADDITIONAL COSTS OF THE FLOOR TILE. THE INSURANCE COMPANY WILL INSURE THE FLOOR TILE FOR FLOOD RISKS AFTER IT IS INSTALLED. THE REQUIREMENT FOR PURCHASING FLOOD INSURANCE AS SPECIFIED IN 206.252 (D) HAS BEEN MET BY THE CURRENT INSURANCE POLICY; NO ADDITIONAL FLOOD INSURANCE PURCHASE IS REQUIREMENT FOR THE FLOOR. B.WEBBER INS. SPEC

9 NOV 06. CATEX XV. ALEX MCCORD / AZ ENVIRONMENTAL.

11/13/2006 - COST ADJUSTED. \$1000 DEDUCTIBLE ADDED TO DAMAGES HAS BEEN REMOVED. B. WEBBER, INS. SPEC.

11/13/06 - VEHICLES AND EQUIPMENT USED ON THE PROJECT SITE CAN FACILITATE THE SPREAD OF NON-NATIVE, INVASIVE PLANTS BY TRANSPORTING SEEDS AND PLANT PARTS. PRIOR TO ENTERING A PROJECT SITE, ALL VEHICLES AND EQUIPMENT SHOULD BE WASHED TO REMOVE MUD, SEEDS, AND OTHER PLANT MATERIALS. PRIOR TO LEAVING A PROJECT SITE WHERE NON-NATIVE, INVASIVE PLANTS ARE PRESENT, VEHICLES AND EQUIPMENT SHOULD BE WASHED TO PREVENT THE TRANSPORT OF SEEDS AND PLANT MATERIAL TO OTHER SITES. WASHING VEHICLES AND EQUIPMENT BEFORE ENTERING OR LEAVING A PROJECT SITE SHOULD BE DONE IN AREAS WHERE THE ESTABLISHMENT OF NON-NATIVE, INVASIVE PLANTS IS UNLIKELY OR CAN BE PREVENTED.

- SPHILLIPS, ENVIRONMENTAL SPECIALIST

07/07/08: FEMA LETTER DATED 06/11/08, FROM KAREN ARMES TO WENDY SMITH

, RE: NSPO, PW 376 PREPARED TO REIMBURSE \$15,631.65 IN NSPOS. APPLICATION CLOSED. TOTAL APPROVED FUNDING: \$92,929.27. FEMA LOG: 303376 (K.SHIMOKAWA, DATA ENTRY TECHNICIAN)

## PW REQUIRED REVIEWS

REVIEW	REVIEW STATUS	RECOMMENDATION	ASSIGNED REVIEWER	REVIEWER	DATE SUBMITTED	DATE REVIEWED
Initial	Complete	Eligible		lfergus2	11/01/2006	11/06/2006
STATE PAO REVIEW	Complete	Eligible		wmccalla	11/06/2006	11/14/2006
Insurance	Complete	Eligible		webber	11/06/2006	11/06/2006
Environmental	Complete	Eligible	STEVEN PHILLIPS	sphilli4	11/06/2006	11/13/2006
AZ ENVIRONMENTAL	Complete	Eligible		amccord1	11/06/2006	11/09/2006
Final	Complete	Eligible		jfulton	11/14/2006	11/15/2006

# PROJECT WORKSHEET REPORT

DECLARATION NO. FEMA-AZ - DR1660

FIPS NO. 021-37200-00

APPLICANT NAME KEARNY, TOWN OF

SUBDIVISION

FEMA PW # 139 VSN 0 REF# 271032

PREPARED DATE 09/21/2006

REPORT DATE 12/17/2008 12:08

INF TYPE ☐ INF  
☒ NON-INF  
☐ REC